



Executive Committee Meeting

Thursday, February 12, 2009 1:00 pm – 3:00 pm
BCI Main Conference Room, Bismarck, ND

Attendees:

Sally Holewa, Chuck Placek, Julie Lawyer, Gordon Christensen, Carrie Oswald, Keith Witt, Jerry Kemmet, Nancy Walz, Pam Schafer, Cher Thomas, Mike Lynk, Darin Anderson, Lisa Feldner, Jerry Fossum, Sue Davenport (scribe)

1) Approve Meeting Minutes

- a) Nancy Walz motioned to approve. Jerry Kemmet seconds; minutes approved

2) CJIS Program Status

- a) SAVIN, Pam: The first 3 jails are online. Therefore, victims or individuals may register to receive notification. Amy is conducting SAVIN training sessions with jails. The DOCR is currently on schedule with a go-live first of May. In the pipeline are the next 3 jails.
- b) Darin is working on public relations with CJIS:
 - i) Two CJIS Portal posters are complete. Posters were provided for the members. The State's Attorney survey will be done soon. Darin has had some interest in STARS, this includes Bowman County. Darin is using first 3 months free to get them going. He stated cost is easy to cover if they have a staff member doing these documents manually.
 - ii) Chuck asked if the Courts invite others when they meet. Sally stated no, they meet monthly and are typically closed meetings. At least once per year, they bring together stakeholders. This doesn't appear to be an option but Sally stated she would talk to the administrators to see if this is possible in the future.
 - iii) CJIS Portal - There is quite a bit of interest and growth in the CJIS portal.
- c) Bismarck PD integration
 - (1) The Memo of Understanding (MOU) is being worked on by CJIS and BPD.
 - (2) Keith has returned a signed Interagency Agency agreement. Need to have CJIS Board approval on the document, therefore it may need to be revisited.
- d) The MOU with the AG's office for DNA Inquiry is in the works. The plan is to have this implemented in six to seven weeks.
- e) BCI Disposition: Gordon and Darin are working with BCI for business rules. This is going well. The next step is to submit the documentation to New Dawn to receive a cost estimate for implementation.
- f) Fargo Interface Project: Fargo, Cass County and West Fargo may be coming on board. Gary Anderson is the main contact for this project. Pam and Gordon will meet with the project team in March. The SAVIN interface is included in the RFP. The CJIS Portal was taken out due to costs. Fargo requested CJIS to fund the integration cost. Pam was authorized to use \$10,000. We should know the cost after the March meeting. These are costs the vendor will need for modification in their system. Those 3 entities have 75% of the info. It is important to get those 3 hooked up. As long as this is only a startup cost and a onetime cost, we should do it. The board has to take a close look at the cost but if it is within reason, we have to have those 3 major entities hooked up. Pam should have the actual cost by next month. Pam and Gordon believe it will be under \$36,000.

- g) Stimulus money may be available. In this case, it is use it or lose it money. Are we in a position to bring the 4 major agencies on? Pam has talked to Grand Forks. They should be ready this fall. Bismarck and Fargo are in the working stages. Pam hasn't discussed interfaces with Minot/Ward yet. Amy will be touching base with them regarding SAVIN and this may create an opportunity to hold the discussion. Minot has New World also. Therefore, getting Fargo interfaced should mean a cost/time savings for Minot/Ward.
- h) Legislative Status: SB2041 passed, HB1041 has also passed.

3) STARS Hosting Discussion– Darin and Gordon

- a) Darin discussed the new hosting service New Dawn technologies is offering as a monthly subscription hosted in their data center. Darin distributed a handout which shows the cost savings of approximately \$20,000 a year. The benefits of each hosting choice listed are listed in the handout. A disadvantage is that ND authentication (which is the current method) would not be able to be done. Gordon is unsure if the standard applies to CJIS as our customers are political subs and the issue with disaster recovery would need to be addressed. Nancy asked about the support role changes of CJIS and ITD. Darin there would be no changes. Is there any difference if, in the future, we want to go with another type of software for State's Attorneys? Gordon believes all of the concerns can be remedied before we switch. Jerry relayed lots of times; these companies will give you a low cost up front and then end up costing more. If this doesn't work out, do we go back to ITD? Is it worth the move? Nancy would like to see financial caps in the contract if hosting was a solution. Sally has noticed data hosting is the new model for companies. Gordon said CJIS through ITD is performing the same services today for the State's Attorneys. We wanted to present this as an option. Nancy asked if it would be any harder to create interfaces to the portal. Gordon thinks it may be easier. New Dawn is using BizTalk. It ends up going to an outside datacenter anyways. It makes it easier for integration. This decreases the licensing costs. It is a good time to have this topic brought up to think about as Justware 5.0 is coming up and the contract is due in March. Nancy doesn't know if she would decide one way or the other based on cost alone. Chuck is looking at using more of the 117 user licenses. Cost is relatively small. Pam would like to offer new agencies the use of Justware for free for one year. Currently, Morton County has turned down the application but if we give it to them free, would they be more apt to try it out? This is something to think about as we are using less than 50% of our current licenses. The committee felt it may not be a bad idea. Gordon explained licenses are concurrent and are not named. Even with all agencies on, chances are that they will not log in at the same time. Nancy asked if this cost could be reduced. Yes, we could but we receive discounts as we buy more licenses. We might get growth when we get the Courts on and they can pass info both directions. Sally stated the only way you are going to test this is if they don't have a system already. It was stated most don't have a system other than paper and pen and at the most a word processing software such as Word. If we could get the State's Attorney to enter this data, when the Courts are on, it will be easier. We may get some concern from the users who are currently paying. Julie said they had Justware for free at first and it was at least a year. Darin said the dispositional piece is also a great selling point. The software's value needs to be proven to them. Is there a motion from this body to provide support for this to go make a recommendation to the board? **Sally motions to recommend to the board that CJIS is authorized to approach the State's Attorneys and offer them a year free of usage for the Justware software provided and that additional licenses**

are not necessary. Keith seconds. Motioned approved.

4) State Radio Update - Mike Lynk

- a) Mike is the new State Radio Director. He provided his background.
- b) On Feb 2nd State Radio had a meeting with CJIS to discuss the CJIS Portal having access to NCIC records through the state message switch. He stated it looks like we can make this happen in the near future. Users would need to be authorized to have access to these records.
- c) Second part of the meeting discussed billing. Mike stated it will be a common billing from ITD and State Radio. Keith asked if he had any ideas on the fees. Mike said fees are changing. User fee for access will remain the same for mobile data. Mike will check on the desktop access. Chuck thought this could be a significant fee. Keith asked if there is a way to make it possible to have CJIS access and not NCIC access to keep away from that fee. Right now, we have a form to check the access which portions they need access to. At your desk, would be the same as the mobile now. At this time you cannot run the NCIC check if you are not authorized. Currently, our mobile users are required by NCIC to be tested and this would also be required of any additional users. Any significant fee and we should look at providing access to one user to one district office to drive that. The mobile fees have been out there for a while. There is a concern from the committee; this is something new for CJIS users as they have not been charged. Mike stated details still need to be worked out. Chuck is happy to hear we are moving in that area and asked when we will get there, and will we see a diminished use of the switch? Gordon said the big thing will be the updates.

5) Agency Agreement for RMS– Pam Schafer

- a) Discussion
 - i) Keith and the Mayor of Bismarck have signed this document as long as the CJIS Board agrees to the documents.
- b) Recommendation from Committee to suggest CJIS Board approval
 - i) **Julie moves to take this draft agreement to the board. Nancy seconds. Motion approved.**

6) Members discuss current projects – All members

- a) Mike Lynk is in process of the budget cycle of the CAD system with HP. They are signing the contract at the end of this month. The implementation is schedule for a year. State Radio and the Highway Patrol test the program for the second year of the project and then other agencies can join as a spoke. The cost to become a spoke is anticipated to be much less than agencies having to purchase the software by themselves.
- b) Sally: The UCIS replacement project continues. The project plan has been approved. They have authorized 15 modifications. They are looking at go live of October for 2 counties. E-filing will be included. The idea is to roll out all case types as long as it goes well. Plans are to integrate with the States Attorney's Office. When Fargo switched to New Dawn, we broke a link. Sally's office is calling agencies and asking the top 5 things they think would make communication and data flow easier with the Courts.
- c) Nancy: Lisa stated Rep. Skarpohl is drafting a study resolution of State Radio. They removed the Next-gen 911 study. Rep. Skarpohl wants to have our audience polled and find out what needs to be in a study. What do you need with regard to public safety as the legislature is requesting it one document. Suggestions included:

- i) Next-gen 911
- ii) What can we do to share infrastructure rather than each doing it on their own? Who has the expertise to do that?
- iii) ND has several independent carriers
- iv) Wireless issue: air cards, New EA, etc.
- v) Shared services, i.e., State's Attorney system, CAD system, Kiosks across the state. Use it as a vehicle as to what is and is not working. They should be aware of it.
- vi) All ideas can be emailed to Lisa as this doesn't have to be in until after crossover.
- d) Cher has been working toward real-time for sex offenders. She is also working with CJIS to make Ag's system available on the hub so they do not have to sign in again. CJIS desires to make this work for other agencies who want to make systems available through the CJIS Hub. She is expecting something to be done by April 1st.
- e) Carrie: The Highway Patrol is half way through evidence tracker implementation. It is a web based solution. They have 4 cars running Net Motion and it is working very well. They are working with State Radio on the CAD Project. They plan on replacing premier with I-Mobile.
- f) Keith has been bugging SunGard for interface with the hub. They are looking to get away from Motorola and using SunGard hardware. Keith is looking at AVL as part of the project.
- g) Chuck: DOCR's big IT issue is FileNet. Moving ahead with that now. As for the database, we are adding another kernel to manage the medical module and are about half done. All state agencies continue to look at legislature as it moves through the process.

7) Next meeting

a) Discussion on holding March meeting

- i) Fargo CAD costs would be the only major discussion topic for the next meeting. Pam suggested canceling the March meeting, no comments and April is agreed on by members. Pam will delete the March meeting from the calendar.

b) April 9 would then be next - BCI Main Conference Room